

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works	(2) MEETING DATE 2/7/2012	(3) CONTACT/PHONE Mark Hutchinson Environmental Programs Manager (805) 781-5458	
(4) SUBJECT Request to approve a sole source agreement, in the amount of \$88,250, with SLO Green Build for the development of a Septic System Decommissioning and Reuse Plan for the Los Osos Wastewater Project.			
(5) RECOMMENDED ACTION It is our recommendation that your Honorable Board: <ol style="list-style-type: none"> 1. Waive the Board adopted Contract for Services Policy requiring requests for proposals for services over \$25,000; and 2. Approve and execute a sole source Professional Agreement with SLO Green Build in the Amount of \$88,250; and 3. Authorize the Public Works Director to sign amendments to the Agreement, in an amount not to exceed a contingency amount of \$8,825. 			
(6) FUNDING SOURCE(S) Fund Center 430	(7) CURRENT YEAR FINANCIAL IMPACT \$97,075.00	(8) ANNUAL FINANCIAL IMPACT N/A	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A		(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001112		(14) W-9 <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
(15) LOCATION MAP Attached	(16) BUSINESS IMPACT STATEMENT? No	(17) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date 12/13/11	
(18) ADMINISTRATIVE OFFICE REVIEW <i>Nikki J. Schmidt</i>			
(19) SUPERVISOR DISTRICT(S) District 2 -			

Reference: 12FEB07-C-1

County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works

Mark Hutchinson, Environmental Programs Manager

VIA: Paavo Ogren, Director of Public Works

DATE: 2/7/2012

SUBJECT: Request to approve a sole source agreement, in the amount of \$88,250, with SLO Green Build for the development of a Septic System Decommissioning and Reuse Plan for the Los Osos Wastewater Project.

RECOMMENDATION

It is our recommendation that your Honorable Board:

1. Waive the Board adopted Contract for Services Policy requiring requests for proposals for services over \$25,000; and
2. Approve and execute a sole source Professional Agreement with SLO Green Build in the Amount of \$88,250; and
3. Authorize the Public Works Director to sign amendments to the Agreement, in an amount not to exceed a contingency amount of \$8,825.

DISCUSSION

On June 11, 2010, the California Coastal Commission approved the Coastal Development Permit for the Los Osos Wastewater Project. Condition #2 of that permit requires the County to develop a Septic System Decommissioning and Reuse Plan. The specific condition is included in Attachment "A."

Condition #2 is a refinement of condition #88 adopted by the Board of Supervisors on September 29, 2009 with the initial approval of the Coastal Development Permit. The Plan envisioned by Conditions #2 and #88 is intended to maximize the potential for the approximate 4,200 existing septic systems in the Los Osos wastewater service area to provide stormwater runoff control and groundwater infiltration benefits once they are no longer needed for wastewater treatment. It is clear that the re-purposing of conventional septic systems is a new concept for this area that will require careful analysis and consideration of a number of engineering, environmental, and public health questions. In addition, successful plan implementation will require a community outreach and education effort that is tailored specifically to Los Osos.

County staff has worked closely with SLO Green Build to develop an approach to the Septic System Decommissioning and Reuse Plan that includes the following major scope elements:

- Research the potential for the reuse of septic system components.
- Develop a suite of feasible alternatives for the reuse of septic system components.
- Preparation of system reuse minimum standards designed to protect public and environmental health, and as a guide for construction inspections.
- Preparation of Public Education materials, including:
 - Development of a Uniform On-site Assessment Method
 - Presentation of Public Education sessions

Recommendation to award a sole source contract to San Luis Obispo Green Build

As part of the work efforts to meet the conditions of approval for the Los Osos Wastewater Project, staff recommends awarding a sole source contract for consulting services to SLO Green Build. County purchasing policies require consultant contracts over \$50,000 to follow a competitive selection process, unless the process is waived by the Board of Supervisors. The contract for Septic System Decommissioning and Reuse Plan is recommended for a sole source award to SLO Green Build for the following reasons:

1. Early in the process of considering the requirements for developing a successful Septic System Decommissioning and Reuse Plan it was recognized that an interdisciplinary team approach, utilizing a diverse set of professionals dedicated to advancing the concepts of sustainability and environmental stewardship, would be required. That group would also need to have an in-depth understanding of the affected community's perspective on this effort.

2. SLO Green Build is a group of professionals from the design and construction industries and advocates of environmental and social services that promote sustainable development and green building on the Central Coast. Their grass-roots, inclusive and apolitical organization was formed in the spring of 2005 with a shared vision in a sustainable future. The organization's Mission is:

- To promote sustainable building techniques that minimize construction waste, build healthier indoor environments, and reduce energy use while conserving natural resources.
- To provide architects, engineers, contractors, developers, and other building professionals with the proper tools to build sustainable projects.
- To support and help develop public policy that advocates sustainable architectural, social, and building practices.

SLO Green Build's work is driven by this Mission and is directed and overseen by an independent, volunteer Board of Directors and Executive Committee. SLO Green Build is a 501c3 non-profit organization.

3. The foundational vision for the Septic System Decommissioning and Reuse Plan, expressed in both the County and Coastal Commission project approvals, closely matches the overall vision and mission that underlies the work of SLO Green Build.

4. SLO Green Build has successfully developed and distributed public education materials and programs that promote Low Impact Development (San Luis Obispo County Homeowner's Guide to Rainwater Management) and Graywater Systems (San Luis Obispo Guide to the use of Graywater). These programs and their related materials are closely related to the effort to develop a Septic System Decommissioning and Reuse Plan for Los Osos.

After working extensively with SLO Green Build to develop the scope of work for this project, staff has developed a high level of confidence in this organization and believes they are uniquely positioned to work with the County on this project.

OTHER AGENCY INVOLVEMENT/IMPACT

County Counsel is providing legal guidance on all aspects of the Project and has approved the attached agreement as to legal form and effect.

The U.S. Department of Agriculture and State Water Board are jointly financing the project. Numerous other County departments and local agencies are involved in other Project related efforts, which include preparation of a community Habitat Conservation Plan (Department of Planning and Building), an update to the Local Coastal Plan (Department of Planning and Building), and development of solutions to the community's groundwater basin overdraft which is causing sea water intrusion (Golden State Water, Los Osos Community Services District, and S&T Mutual Water Company under the jurisdiction of the San Luis Obispo County Superior Court).

The County Tax Collector and Auditor-Controller will become involved during the issuance of bonds and collection of assessments on the tax roll.

FINANCIAL CONSIDERATIONS

The recommended agreement is for services necessary to complete the project. The costs, including contingencies, are included in the project's budget, which was approved by your board on May 17, 2011.

RESULTS

Approval of the recommended action will continue progress toward a community wastewater project for Los Osos by developing the Septic System Decommissioning and Reuse Plan required by the Coastal Development Permit Conditions of Approval.

File: LOWWP 300448.03

Reference: 12FEB07-C-1

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ATTACHMENTS

1. Location Map
2. Attachment A
3. Agreement